

Contents

1. DECLARATION OF OPENING	2
2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE.....	2
3. PUBLIC QUESTION TIME.....	2
4. DECLARATIONS OF INTEREST	2
5. MATTERS REQUIRING A COUNCIL DECISION	2
5.1. CORRIGIN RECREATION & EVENTS CENTRE – ARCHITECTURAL SERVICES	2
6. URGENT BUSINESS.....	4
7. MEETING CLOSURE	4

1. DECLARATION OF OPENING

The Chairperson Cr Lynette Baker opened the meeting at 7.32pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

President	L Baker
	G A Johnson
	M A Weguelin
	D B Bolt
	D L Hickey
	N Talbot
Chief Executive Officer	J P Murphy
Deputy Chief Executive Officer	T L Dayman

Apologies: G E Downing

3. PUBLIC QUESTION TIME

There were no members of the public present.

4. DECLARATIONS OF INTEREST

There was no declaration of interest.

5. MATTERS REQUIRING A COUNCIL DECISION

5.1. CORRIGIN RECREATION & EVENTS CENTRE – ARCHITECTURAL SERVICES

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	26 April 2013
Reporting Officer:	Julian Murphy, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	CP0057

BACKGROUND

Council has been planning the replacement of the existing Cyril Box Pavilion at the Corrigin Recreation Precinct for a number of years. The need for a multi-purpose sports and community facility was first highlighted in the Corrigin Recreation Plan completed in 2000.

Council has been working with the Shire of Corrigin Recreation Planning Committee to develop a plan for a facility that meets the current and future needs of the Corrigin Community.

Council at its March 2013 meeting resolved to seek tenders for the provision of architectural, engineering and surveying services for the Corrigin Recreation and Events Centre Project.

The tender was advertised state wide with tenders closing on 24 April 2013.

At the close of tenders, Council received twenty (20) submissions with pricing for the provision of Architectural Design and Contract Management Services ranging from \$128,414 to \$392,003.

Tenders are to be evaluated against the following selection criteria:

Description of Selection Criteria	Schedule	Weighting
<p>Level of service as determined by capability/competence of Tenderer to perform the work required.</p> <ul style="list-style-type: none"> - Qualifications, skills and experience of key personnel - Status of organisation with respect quality accreditation and systems 	<p>5.2.2</p> <p>5.2.3</p>	<p>30%</p>
<p>Performance and experience of Tenderer in supplying similar goods or completing similar projects.</p> <ul style="list-style-type: none"> - Relevant industry experience, including details of similar work undertaken. - Previous experience on similar and/or relevant projects. Details of previous project should include, but not necessarily limited to, description, location, value, date, duration, client, role on project. - Level of understanding of Tender documents and work required. - Client satisfaction of the Tenderers performance. 	<p>5.2.4</p>	<p>40%</p>
<p>Tendered Price/s</p> <ul style="list-style-type: none"> - Price to address Scope of Works in the Request for Tender - Schedule of rates or prices for additional services 	<p>5.3</p> <p>5.3.1</p> <p>5.3.2</p>	<p>30%</p>

Tender evaluations will be undertaken to determine the best value for money offer to Council. Tender evaluations will be undertaken to determine the best value for money offer to Council. A scoring system will be used as part of the assessment of the qualitative criteria. The extent to which a Tender demonstrates greater satisfaction of each of these criteria will result in a greater score. The aggregate score of each Tender will be used as one of the factors in the final assessment of the qualitative criteria and in the overall assessment of value for money.

COMMENT

It is recommended that Council establishes an evaluation panel to assess the tender submissions received and provide a recommendation to Council for appointment of the Architectural Consultant. It is recommended that the Tender Evaluation Panel be made of the following persons:

- President
- Deputy President
- Chief Executive Officer
- Community Development Officer

STATUTORY ENVIRONMENT

Local Government Act 1995 – section 3.57 Tenders for the provision of goods and services.

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

FINANCIAL IMPLICATIONS

Assessment of tender submissions to determine the best value for money tender within proposed budget guidelines.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Establishes an evaluation panel to assess the tender submissions received for RFT 01/2013 for the provision of Architectural Design & Contract Management Services for the Corrigin Recreation and Events Centre Project to provide a recommendation to Council for appointment of the Architectural Consultant.*
2. *Appoints the following persons to Tender Evaluation Panel:*
 - *President*
 - *Deputy President*
 - *Chief Executive Officer*
 - *Community Development Officer*

COUNCIL RESOLUTION

(8157) Moved Crs - Bolt and Talbot

1. ***Establishes an evaluation panel to assess the tender submissions received for RFT 01/2013 for the provision of Architectural Design & Contract Management Services for the Corrigin Recreation and Events Centre Project to provide a recommendation to Council for appointment of the Architectural Consultant.***
2. ***Appoints the following persons to Tender Evaluation Panel:***
 - ***President***
 - ***Deputy President***
 - ***Chief Executive Officer***
 - ***Community Development Officer***

Carried 6/0

6. URGENT BUSINESS

There was no urgent business.

7. MEETING CLOSURE

There being no further business to discuss, the President thanked everyone for their attendance and closed the meeting at 8.41pm.